

HILLSDALE COUNTY ROAD COMMISSION

November 13, 2025

MINUTES

Meeting was called to order by the Chair, Bob Godfrey, on Thursday, November 13, 2025, at 10:00 a.m. at the road commission office.

Members Present: Bob Godfrey, Gary Leininger, Mike Parney, Kathy Schmitt and Mark Kline.

Staff Present: Bob Griffis, Manager.
Katie Kirkpatch, Clerk.
Kwinn Leva, Administrative Assistant.

Visitors Present: Doug Ingles – Hillsdale County Commissioner.
Rick Emery.

Pledge of Allegiance

APPROVAL OF AGENDA

#25-145 Kathy Schmitt moved, Mark Kline supported, to approve the agenda, with two additions, for November 13, 2025.

Motion Carried.

APPROVAL OF MINUTES

#25-146 Mark Kline moved, Kathy Schmitt supported, to approve the minutes for October 23, 2025.

Motion Carried.

CONFIRMATION OF ACCOUNTS PAYABLE AS AUTHORIZED FOR PAYMENT BY THE STAFF

#25-147 Gary Leininger moved, Kathy Schmitt supported, to approve the following:

Bills in the amount of \$282,190.23 per Regular Accounts Payable Register dated October 29, 2025, as authorized by the manager and clerk.

Bills in the amount of \$155,492.78 and electronic funds transfer in the amount of \$81,804.24 per Regular Accounts Payable Register dated November 13, 2025, as authorized by the manager and accounts payable clerk.

Motion Carried.

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CONFIRMATION OF PAYROLLS AUTHORIZED FOR PAYMENT BY THE STAFF

#25-148 Mark Kline moved, Gary Leininger seconded, to confirm the following:

Regular payroll in the amount of \$138,420.78 per Payroll Check Register dated November 6, 2025, as authorized by the manager and clerk.

Special Payroll in the amount of \$100,102.50 per Payroll Check Register dated November 7, 2025, as authorized by the manager and clerk.

Motion Carried.

TREASURER'S REPORT PRESENTED

The treasurer's report was presented by the clerk as follows:

Beginning Balance-Cash & Investments	\$ 2,470,009.46
Receipts	\$ 819,937.68
Disbursements	(\$ 758,010.53)
Ending Cash & Investments Balance	\$ 2,531,936.61
Less: CD Reserved for 2 trucks	(\$ 692,165.43)
Ending Available Fund Balance	\$ 1,839,771.18

Note: Outstanding Accounts Payable = \$ -109.85

As there were no questions or comments regarding the report, the chair declared the report to stand approved as read.

LIMITED PUBLIC COMMENT

At 10:17 A.M., the chair opened the meeting to limited public comment.

Rick Emery addressed the board regarding the satisfactory work done on Bunn Rd. and Lake Wilson Rd., discussed the condition of Spring Street, and discussed the condition of Bacon Road.

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Manager's Comment

Ditch and deberming projects are complete except for hydroseeding on Blackbridge Road and finishing up Gilmore Road.

McCallum Road and Lilac Road paving is complete.

Paving on Territorial Road east of M-99 should be done today.

A spot at the Litchfield Garage, a spot at the Camden Garage and a couple cross cuts are left for paving.

Ditching on US-127 is complete.

Most salters are installed.

Outside garages will open November 17th.

10 employees were called in over the weekend for snow removal.

Christmas dinner has been scheduled for December 19th, and look into purchasing hams.

No updates for the Buckeye Road west of Bird Lake Road Culvert or the Somerset Road north of Stewart Road Structure.

Albright Contractors were unable to finish Lilac Road and will be back in the spring.

Plan to replace the Bacon Road east of Waldron Road Culvert next week.

Cadillac Culvert came in at \$4,407.50 for the Frontier Road south of Burt Road Culvert.

2025 PASER ratings have been completed for the west half of the Federal Aid System.

HCRC clothing orders need to be turned in today.

Posting a mechanic's position.

Hartley Road Bridge is in rough shape; delineators may need installed or it may need closed.

Met with the homeowner and contractor on Lanphere Drive, they are going to move the dirt pile.

They will also install a culvert under the concrete drive this spring. The neighbor will also need a culvert installed.

The new fuel pump installation will start Monday, November 17th. It will take 2-3 weeks for installation. The canopy will be installed after that.

M-99 at the Stump Drain is open.

Looking at a used high reach today, the Board agreed to purchase it if it is under \$50,000.00.

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Old Business

Board discussed the condition of Burt Road and Bird Lake Road from the M-99 construction detour.

Board discussed the roads in the Sweet Clover Hills subdivision.

Board discussed paving on the south side of Lime Lake.

Board discussed the Lake Somerset Subdivision.

Board discussed the Amended 2025 Budget and the 2026 Proposed Budget.

LIMITED PUBLIC COMMENT

At 11:14 A.M., the chair opened the meeting to limited public comment.

No comment.

Meeting Adjourned 11:25 A.M.

As there was no further business, the chair declared the meeting adjourned at 11:25 a.m.


Chair


Clerk